

MINUTES
PARK AND RECREATION BOARD MEETING
MONDAY, APRIL 14, 2003
6:30 PM

The Board convened for their regular meeting at 6:30 PM at the Parks and Recreation Administrative Offices at 717 W. Main Street, Arlington, Texas on April 14, 2003, notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members and staff present, to wit:

Members:

Mr. Bob Korman	Chair	Place 7
Ms. Sue Phillips	Vice Chair	Place 3
Ms. H. Suzanne Kelley	Member	Place 2
Ms. Carrie Donovan	Member	Place 1
Mr. Alvin Warren	Member	Place 4
Ms. Caron Montgomery	Member	Place 5
Mr. Charley Amos	Member	Place 6
Mr. Joe Sarabia	Member	Place 8
Mr. Nicholas Stoneman	Member-Absent	Place 9
Mr. Joe Way	Member	Place 10
Ms. Candy Halliburton	Member	Place 11
Ms. Heather Teske	Youth Member	Place 12

Staff:

Bill Gilmore	Assistant Director-Programs
Ruth Keith	Administrative Secretary
Matt Young	Assistant Director-Operations
Diana Foster	Park Facilities Coordinator
Wendy Parker	Athletics Programs Manager
Evonne Sandas	Superintendent Golf Operations
Scott DeGrant	Park Maintenance Superintendent

I. **CALL MEETING TO ORDER**

Chairman Bob Korman called the regular meeting to order at 6:34 p.m.

II. **MARCH 10, 2003 REGULAR MEETING MINUTES**

Chairman Korman asked for approval of the minutes. Mr. Warren made a motion to approve the minutes of the March 10, 2003 meeting. Ms. Phillips seconded the motion. The motion passed unanimously.

III. **RECOGNITION**

1. Mr. Gilmore introduced Scott DeGrant, Park Maintenance Superintendent. Mr. DeGrant provided the Board with an overview of his responsibilities and activities.

IV. **ITEMS FOR ACTION**

Items from Citizens (Concerning Items for Action) - No Discussion

Ms. Kelley arrived at the meeting, the time being 6:40 p.m.

A. **Items for Action**

1. **Park Permits** - Ms. Foster requested the Board's consideration and approval of 27 park permit requests. Ms. Montgomery made a motion to approve all park permit requests. Mr. Way seconded the motion. The motion passed unanimously.

At this time, Ms. Kelley requested a motion for a five-minute recess. Ms. Montgomery made a motion and Mr. Way seconded the motion. The motion passed unanimously. After the recess Vice Chair Phillips presided over the remainder of the meeting.

V. **ITEMS FROM CITIZENS** - (Concerning Parks and Recreation related subjects other than Items for Action) - No discussion

VI. **SCHEDULED INFORMATION REPORTS**

A. **Planning Work Plan Report** – Mr. Robertson briefed the Board on the following:

- Don Misenhimer Neighborhood Park - The Park Board endorsed the Master Plan at the 3/10/03 meeting. Development of construction plans and specifications is underway.
- Helen Wessler Creek Enhancement – Finalization of Corps design work is underway. PRP from the Corp has been received. Mr. Robertson added that a presentation regarding this project will be given to the Board next month.
- Howard Moore Park Plan Pool - The pre-opening on March 14th was well attended.
- Ms. Kelley reported that children are climbing over the fence at Howard Moore Pool. She also said that sections of the fence have sufficient gap space to allow small children to pass through and was concerned about safety and liability issues. Mr. Robertson said he would look into the problem.
- River Legacy Grant-Parking/Amenities/Bridge - Construction of this project will begin in May 2003.
- S. E. Community Park Development - The City Council awarded the construction contract for this development on March 25, 2003.

- Vandergriff Parking and Roadway Improvements - The parking lot is near completion and will be ready for the Memorial Day opening of Allen Bolden Pool, which is located in Vandergriff Park.

Ms. Donovan requested information on field lighting at Vandergriff and other youth sports fields. She indicated that she had heard field lighting would not be available to users groups until approximately 9:00 p.m.

Mr. Young stated that, due to budgetary constraints, the Parks and Recreation Department attempts to maximize daylight time and lights are turned on as near to the dusk hour as possible. Ms. Foster stated when she schedules and reserves fields, lights are generally scheduled to come on at approximately 8:00 p.m. during daylight saving hours.

Mr. Gilmore stated he would research Ms. Donovan's question and get back to her.

- Gateway Park - Mr. Warren requested an update on the Johnson to Fish Creek Trail connection project. Mr. Robertson informed him that staff was still awaiting a decision by NCTCOG on additional funding for the project.

Mr. Robertson requested the Board's approval to draft a letter, for the Chairman's signature, addressed to the State Legislature requesting them to reconsider cutting grant money from the State Budget.

Mr. Robertson also urged members of the Board to call or write State Representative Joseph Pickett and request support and endorsement of this request.

- A. **Customer Service Report** - Mr. Amos inquired about the customer service report concerns at Elzie Odom Recreation Center. Mr. Gilmore stated staff is constantly working on resolving all concerns at this center.

Ms. Kelley expressed a concern about the cleanliness of the women's restroom at Ditto Golf Course. Ms. Sandas stated that staff has resolved this issue. Mr. Gilmore added that restrooms are now checked twice a day at the golf courses.

- B. **Monthly Calendar of Events** - No discussion

VII. **PARD INFORMATION REPORTS**

- A. Mobile Vending Permits – Ms. Foster advised the Board of permit issuance changes as they relate to Mobile Vending permits. Ms. Foster explained that the Parks and Recreation Department implemented a new fee structure, which charges a flat rate of \$250 for a three-month vending period.

Following questions from the Board, Ms. Foster committed to review and update

the mobile vendor application to clarify litter abatement responsibilities and any park or park facility restrictions for vendors.

- B. Misenhimer Park Status - Mr. Robertson stated that construction plans and specification are underway. He also stated the project should be ready to advertise in the Fall 2003, pending City Council authorization to proceed

VIII. **PARB COMMITTEE REPORTS**

A. **Planning and Policies**

Review of Policy Guidelines for Placing of Advertising and Commerical Structures in City Parks - Ms. Montgomery asked the Board to review some written information provided to them regarding selling advertising signs on fences at sports fields.

Mr. Korman suggested that this document go back to the Planning and Policy Committee to provide more information regarding issues in question and bring back to a future Board meeting.

Ms. Montgomery stated this committee's next meeting date and time has not been identified.

- B. **Acquisition and Development Committee** - Chairman Warren stated this committee's next meeting will be April 23rd at 6:00 p.m.

- C. **Operations and Maintenance Committee** - Chairman Amos stated this committee's next meeting date and time has not been identified.

- D. **Training and Development Committee** - Chairwoman Kelley stated this committee's next meeting would be scheduled after the Executive Committee Meeting.

IX. **ITEMS FROM PARB MEMBERS**

- A. Reports from Liaisons to Advisory Boards - Ms. Kelley, Liaison to the Golf Advisory Committee, said the next meeting would be Wednesday April 16, 2003.

- B. Reports from Liaisons to Organizations - Mr. Sarabia, Liaison to the River Legacy Foundation, said a contractor is currently on site and installing a new entry gate to River Legacy Park.

- C. Board Members

Linking with Organizations - Ms. Phillips encouraged staff to speak to the various community groups to encourage participation in the Park Partners Program.

Ms. Teske stated that members of the Key Club and National Honor Society

at Lamar High School are always looking for volunteer hours and thought the Park Partners Program would be a good way for students to volunteer. Ms. Teske requested a letter explaining the Park Partners Program be drafted so she can present to her organization.

Ms. Halliburton stated she would request the Martin High School Key Club to become involved in the Park Partners Program next year due to Posion Ivy being so prominent throughout the parks this year.

- D. Announcements - Ms. Donovan announced that the Arlington Conservation Council would take 80 3rd grade students from Wimbish Elementary to the Wildscape Garden to plant seeds at 9:00 a.m. on May 2, 2003.
- E. Chair – Mr. Korman provided some Arlington Police Department comparison percentages on how the miscellaneous Police calls were reduced when Park Security was in place at our parks.

Being no further business, the meeting adjourned at 8:06 p.m.

NOTE: Taped recordings and minutes of all Parks and Recreation Board meetings are a matter of public record and are kept on file in the Parks and Recreation Administrative Office, 717 W. Main Street, Arlington, Texas. Any Board member or interested party has the right to review these tapes and minutes at the Parks and Recreation Administrative Office.